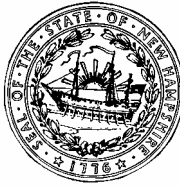


**Lyonel B. Tracy**  
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**STATE OF NEW HAMPSHIRE  
DEPARTMENT OF EDUCATION  
101 Pleasant Street  
Concord, N.H. 03301  
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Citizens Services Line 1-800-339-9900**

DATE: December 21, 2005  
TO: Superintendents  
FROM: Lyonel B. Tracy  
SUBJECT: HQT Bulletin #3 Great News for **Social Studies**

It is our pleasure to announce that the New Hampshire Department of Education's proposal for certified social studies teachers has met the federal standards for demonstrating content knowledge in geography, civics/government, history and economics under No Child Left Behind. Teachers who teach one or more of the social studies areas and have at least one year of experience should read items 1-2 to determine which components of HOUSSE they will need to complete. Teachers with less than one year of experience are not eligible to complete HOUSSE and should refer to the information in item 3 of this bulletin to demonstrate content knowledge in social studies (geography, civics/government, history and economics).

1. NH **certified social studies** teachers with at least one year of teaching experience have met the highly qualified teacher requirement in social studies content (geography, civics/government, history and economics) in grades 5-12 if they meet the following conditions:
  - a. hold a New Hampshire social studies certification ; **and**
  - b. have completed one year of teaching in social studies; **and**
  - c. have completed a social studies teacher preparation program in New Hampshire or a social studies teacher preparation program in another state.

Teachers who meet the criteria above (a-c) must document HQT for social studies subjects (geography, civics/government, history and economics) grades 5-12 by submitting the attached HQT Qualifying Documentation Form and Teacher Assurance Form with supporting documentation (unofficial transcripts and certification).

2. Teachers of social studies content (geography, civics/government, history and economics) who hold other New Hampshire certificates (that cover the grade range of their teaching assignment within grades 5-12) including **special education**, English Speakers of Other Languages (**ESOL**), and **elementary education** who provide direct instruction in social studies content (geography, civics/government, history and economics) **and** have completed one year of teaching may demonstrate content knowledge in several ways:
  1. Pass the Praxis II test for social studies content #10081 (grades 5-12) with a score of 155 or better **or** the middle school Praxis II #20089 (grades 5-8). (Note: The middle school passing score will be determined within the next three months); **or**
  2. Have taken a social studies content test in another state for certification or for HQT in social studies content; **or**
  3. Complete a transcript review for each area of social studies content that they teach. (For example, five (5) courses in history meet the coursework requirement for HQT in history); **or**
  4. Complete the social studies HOUSSE for each social studies content area that they teach, (a combination of transcript review and HOUSSE may be used to address multiple areas); **or**
  5. Possess a National Board Certification in Social Studies.

Teachers who meet the criteria above must document HQT for social studies subjects (geography, civics/government, history and economics) by submitting the attached HQT Qualifying Documentation Form and Teacher Assurance Form with supporting documentation for (1-5) above as appropriate (test result, or unofficial transcripts, or HOUSSE portfolio, or National Certification).

**Reminder:** Teachers in grades K-6 may also complete the elementary HOUSSE Rubric which includes social studies.

3. Teachers with less than one year of teaching experience are not eligible to complete a HOUSSE plan. The options are listed below for social studies teachers in grades 5-12.
  1. Pass the Praxis II test for social studies content #10081 with a score of 155 or better (grades 5-12) **or** the middle school Praxis II #20089 (grades 5-8).  
(Note: The middle school passing score will be determined within the next three months); **or**
  2. Have taken a social studies content test in another state for certification or for HQT in social studies; **or**
  3. Complete a transcript review for each area of social studies content that they teach. For example, five (5) courses in history meet the coursework requirement for HQT in history; **or**
  4. Possess a National Board Certification in Social Studies

Teachers who meet the criteria above must document HQT for social studies subjects (geography, civics/government, history and economics) by submitting the attached HQT Qualifying Documentation Form and Teacher Assurance Form with supporting documentation for (1-5) above as appropriate (test result, or unofficial transcripts, or National Certification).

Special Education teachers **who are new to the profession and who are highly qualified in Reading/English Language Arts, Mathematics, or Science** will have two additional years from the date of hire to complete the HQT requirement for the additional subjects that they teach.

Teachers in eligible rural districts [1] **who are highly qualified in one subject** should check with their SAU to determine whether they are eligible for the Rural Flexibility to complete the additional subjects that they teach.

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[1] A listing of rural districts is available at the New Hampshire Department of Education website <http://www.ed.state.nh.us/education/doe/rural.htm>.

**HQT QUALIFYING DOCUMENTATION FORM  
SOCIAL STUDIES**

Name \_\_\_\_\_

School District \_\_\_\_\_ School Building \_\_\_\_\_

Title of Teaching Certificate \_\_\_\_\_

**Directions:** **Complete this form for the teaching assignment that you have this year.**

**A. Grade Level Assignment (Check all that apply):**

- ☐ Elementary (Specify level): \_\_\_\_\_
- ☐ Middle School/High School (Specify grades): \_\_\_\_\_
- ☐ Special Education (Specify grades): \_\_\_\_\_
- ☐ English Speakers of Other Languages (ESOL) (Specify grades): \_\_\_\_\_

**B. Qualifying Questions. *Please answer the following qualifying questions:***

1. Did you complete all three components (a-c) below?
  - a. hold a New Hampshire certification #1500; **and**
  - b. have **completed** at least one year of teaching social studies; **and**
  - c. have completed a social studies teacher preparation program in New Hampshire or a social studies teacher preparation program out of state;  
**and**

☐ **Yes**            ☐ **No**

**If Yes, attach a copy of your unofficial transcript and certificate.**

2. Do you hold a National Certification in social studies (e.g. National Board)?

☐ **Yes**            ☐ **No**

**If Yes, attach a copy of National Certification.**

### HQT QUALIFYING DOCUMENTATION FORM (con't)

3. Did you pass the Praxis II social studies Content Test (#10081) with a score of 155 or better?

☐ Yes      ☐ No

***If Yes, attach a copy of your test results.***

4. Did you pass the Praxis II social studies Content Test (#20089) (Passing score to be determined by the State Board of Education within the next three months)

☐ Yes      ☐ No (When passing score becomes available.)

***If Yes, attach a copy of your test results.***

5. Did you pass a content test for HQT or certification in social studies in another state?

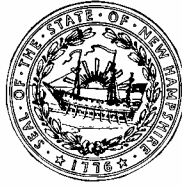
☐ Yes      ☐ No

***If Yes, attach a copy of your content test scores.***

**If you answered “YES” to ONE of the questions above** you have met the federal definition of a Highly Qualified Teacher for your content area assignment. Sign and attach the HQT Assurance Form (**Page 6**) and any appropriate documentation to this HQT Qualifying Documentation Form to verify your status. Submit this documentation to your Superintendent or designee.

**If you answered “NO” to all of the questions above**, please complete one of the options available to demonstrate content knowledge in social studies. The social studies HOUSSE is available on the HQT page at:

<http://www.ed.state.nh.us/education/doe/organization/instruction/HQT/index.htm>. When finished, attach this HQT Qualifying Documentation Form and all appropriate documentation to verify your status to the Assurance Form (Page 6). Submit this documentation to your Superintendent or designee.



## Social Studies Highly Qualified Teacher Assurance Form

**For teachers of social studies content in grades 5-12 who provide direct instruction  
in geography, civics/government, history, or economics**

**Name: (print)** \_\_\_\_\_ **SSN#** \_\_\_\_\_

**School District:** \_\_\_\_\_

**School:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**School Telephone:** \_\_\_\_\_

*I hereby verify that through the attached documentation that I have satisfied the federal definition of Highly Qualified Teacher for the social studies content (geography, civics/government, history, or economics) that I am assigned to teach. I further attest that the attached information is correct and accurate.*

**Teacher name** \_\_\_\_\_ **Date** \_\_\_\_\_  
(PRINT)

**Teacher signature** \_\_\_\_\_

**Superintendent or Designee** \_\_\_\_\_  
(PRINT)

**Superintendent or Designee signature** \_\_\_\_\_

**Please note:** A copy of all HQT documentation must be on file in the Superintendent's office.